

National Sun Yat-sen University
Institute of Environmental Engineering
Graduate Procedures Sheets

Student No.: _____

Name: _____

Items to be checked	Checked by	Stamped /Date	by
Advisors' requirements	Graduate advisors		
1. Return of borrowed public equipment (Students have to pay the repairing expenses if the equipment is damaged.) 2. Return of all books borrowed from the Institute 3. Update of the information as the Institute's alumni on the website (140.117.64.33/iee) 4. Handling of the handover of school and laboratory jobs and works 5. Update of the information as the University's alumni on the website (http://alumni.sec.nsysu.edu.tw/bin/home.php)	Wang, Chia-Hsi		
Submission of a copy of the thesis or dissertation (Please note that the color of the thesis or dissertation front cover should be orange, a color which represents the College of Engineering)	Lin, Chih- Hsien (Master and PhD)		
	Hsu, Yun-Zhen (In-Service Master)		
Approval of the exit to be processed	Director of the Institute		

Note: Please return this completed checklist to the Institute, in order for the Institute to use as a basis for setting up the University's exit procedures system.